**LSC 5530 School Library Advocacy**

**Mod 9: Writing a Mock Grant Application Part 2**

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This assignment is a designated AASL/NCATE Assessment which is used as evidence of competencies learned by graduate students in Mansfield's School Library & Info Technologies program. Scoring data from this assignment are reported and analyzed during the AASL/NCATE Accreditation process that occurs every five years to ensure that our program meets rigorous standards.

**Purpose**

In AASL's national guidelines for school library programs, *Empowering Learners*, SLMSs today are expected to seek "additional funding through fundraisers, grant writing, and parent donation programs" (35). School budgets are simply strained trying to meet all the high stakes academic standards and often library budgets are the first to be cut. Seeking outside funding and preparing a successful grant application requires a special set of writing skills not usually taught in undergraduate education preparatory programs. However, to provide the school with a rich array of learning resources, grant writing skills need to be learned and practiced.

**AASL/NCATE Standards Addressed**

**4.2 Managing program resources: Human, financial, physical**Candidates develop and evaluate policies and procedures that support the mission of the school and address specific needs of the library media program, such as collection development and maintenance, challenged materials and acceptable use policies. Candidates apply accepted management principles and practices that relate to personnel, financial and operational issues. Candidates plan adequate space for individuals, small groups and whole classes.

**4.3 Comprehensive and collaborative strategic planning and assessment**Candidates collaborate with teachers and administrators to develop a library media program plan that aligns resources, services and information literacy standards with the school's goals and objectives.  Candidates use data for decision-making.

**Directions**

In this activity, your group will complete the second half of the mock grant application you began in Mod 7. Your group will add the following sections:

1. Personnel needed to fulfill the grant
2. A time line of activities in chart format
3. An evaluation plan written in the logic model
4. Dissemination of the grant activities and accomplishments
5. Budget in chart format
6. Sustainability of program beyond the grant period, if applicable

When you submit your final work, append this assignment to the first part of the mock grant application which you submitted for Mod 7 so that I have the complete grant. If you decide to make changes to what you submitted in Mod 7, please begin the assignment with a section labeled “Changes to Mod 7 Grant Application.” Summarize or list what changes you made so that when I read the second half of your grant application, it all makes sense. Or, you may just highlight in yellow any changes you made to Mod 7 work. Do not include any appended materials as attachments. Keep everything short and in the text of the grant. The entire grant (Mods 7 & 9 combined) may not exceed ten pages.

Remember, presentation and readability are important. Use section headings, clearly understood table formatting and good grammar.

Groups should use their Group Forum/Discussion Board to converse and share ideas. The forum will be used to determine the 25 points for each person’s participation in the group. Optionally, anyone may complete the Group Participation Rating Form located in the Welcome Mod to give me feedback (positive or negative) about their partners. Complete one form per person and email them to me.

**Grading Rubric**

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| **Mod 9 Assignment Grading Rubric** | | |
| **SECTION** | **CONTENT** | **Points** |
| Personnel | Key players are identified, including a grant director, with short job descriptions relating their roles in the grant project. Qualifications must be included within the text for any hired individuals outside the school. | 5 |
| Time Line | Must include activities, date or quarter, and identify a person responsible. May be a GANTT chart but must cover one school year July 1- June 30. (Don't forget to include activities related to evaluation and dissemination.) | 15 |
| Evaluation Plan | Must be outcomes-based written in a logic model chart that includes at least 1 outcome with 3 indicators that each have a data source, applied to, data interval, and target row or column. | 45 |
| Dissemination | Describe how the grant will be publicized and the accomplishments shared | 5 |
| Budget | Must include all grant expenses (lump all supplies together, do not itemize them). Use footnotes at the bottom of the budget chart as needed. May not exceed grant amount. | 15 |
| Sustainability | A statement must be included about the plans to continue or not continue the project and how. | 5 |
| Writing Style and Format | The combined grant (Mod 7 and Mod 9 ) may not exceed 10 numbered pages. Organized and well written (third person), using headers for sections for ease of reading; 1" margins, 1.5 line spacing. | 10 |
|  | Individual participation (based on forum) | 25 |
|  | **Total** | **125** |

**Submitting the Assignment**

Only one person from the group needs to submit the assignment which is the combined work of Mod 7 and 9. However, please put all names of group members on the final work. Highlight any revisions your group makes to the Mod 7 part. Submit the assignment using this file naming convention:

**GroupA\_9\_GrantPt2\_5530**